



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

May 1, 2012

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

To: Leroy D. Baca, Sheriff  
Steve Cooley, District Attorney  
Marcia Mayeda, Director of Animal Care and Control  
Sean Rogan, Executive Director, Community Development Commission  
Brian Stiger, Director of Consumer Affairs  
John Krattli, Acting County Counsel  
Margaret Donnellan Todd, County Librarian  
Russ Guiney, Director of Parks and Recreation  
Dr. Jonathan E. Fielding, Director and Health Officer of Public Health  
Gail Farber, Director of Public Works  
Richard J. Bruckner, Director of Regional Planning  
Mark J. Saladino, Treasurer and Tax Collector

From: William T Fujioka  
Chief Executive Officer

## **FISCAL YEAR 2010-11 YEAR-END CLOSING EXPENDITURES AND REVENUES FOR THE UNINCORPORATED AREA OF EAST LOS ANGELES**

On September 14, 2011, the Local Agency Formation Commission (LAFCO) for the County of Los Angeles released the Public Hearing Comprehensive Fiscal Analysis (CFA) for consideration of the proposed incorporation of East Los Angeles. The CFA utilized base data provided by the County which included actual expenditures and revenues for Fiscal Year 2009-10. Although the application for incorporation was subsequently denied by the Commission on February 8, 2012, it was clear that the constituents of East Los Angeles were interested in obtaining financial information about their community.

Therefore, we are requesting that your Departments submit the year-end closing expenditures and revenues associated with delivering services to East Los Angeles for Fiscal Year 2010-11. Some important considerations to keep in mind in preparing this submittal are included in Attachment A. Departmental submittals should follow the same spreadsheet format as utilized for the Fiscal Year 2009-10 CFA data submittal.

*"To Enrich Lives Through Effective And Caring Service"*

***Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only***

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The Unincorporated Area Services Division, (UAS) of the Chief Executive Office (CEO) will be the lead on this project. Please submit your department's year-end expenditure and revenue data for East Los Angeles to the UAS Division with a copy to your respective CEO, Budget Analyst and Capital Project Analyst by Friday, June 1, 2012.

We appreciate your cooperation in this matter. If you have any questions, please contact Dorothea Park at (213) 974-4283, or [dpark@ceo.lacounty.gov](mailto:dpark@ceo.lacounty.gov).

WTF:RLR  
DSP:BK:acn

Attachment (1)

c: First Supervisorial District

**UNINCORPORATED AREA OF EAST LOS ANGELES  
FISCAL YEAR 2010-11 YEAR-END CLOSING  
EXPENDITURES AND REVENUES**

Important Considerations

- Utilize FY 2010-11 year-end closing data to report expenditures and revenues. The Departments of Parks and Recreation, Public Library and Public Works will need to use FY 2009-10 base data for population and number of parcels to calculate property tax and special tax and assessment revenues: to calculate property taxes you will need to reduce the FY 2009-10 property tax amount by -1.87 percent. For special tax/assessment, utilize the same number of parcels that were used in FY 2009-10 to compute the special tax/assessment amounts.
- Utilize the Auditor-Controller approved Division, Department, and Countywide overhead rates for FY 2010-11. Public Works should utilize the Department approved billing rates as determined by their Budget/Fund Management Division.
- Specify other County departments that provide and receive services from your department and include a description of the service provided or received when documenting inter-Departmental and intra-Departmental charges for services. This should be specifically documented as a notation on the expenditure and revenue spreadsheets.
- Document and footnote on the expenditure and revenue spreadsheets any unusual and/or one-time expense/revenue accounted for in the data provided by the Department (e.g. new vehicle purchases, etc.).
- Verify your list of assets and also account for regional assets that service East Los Angeles.
- Explain all variances between FY 2009-10 and FY 2010-11 year-end expenditures and revenues.
- Submit e-CAPS and other pertinent back-up documents supporting your department's year-end expenditures and revenues to the CEO/Unincorporated Area Services (UAS) Division.
- Provide electronic spreadsheets to Burt Kumagawa and Marge Santos, in the CEO/UAS Division, at [bkumagawa@ceo.lacounty.gov](mailto:bkumagawa@ceo.lacounty.gov) and [msantos@ceo.lacounty.gov](mailto:msantos@ceo.lacounty.gov), and to your respective departmental budget analyst and capital projects analyst.
- Submit the final summary package to William T Fujioka under cover letter signed by your Department head with a copy to the CEO/UAS Division and your department's respective budget analyst and capital projects analyst.